

Social Security Administration

Important Information

JACQUELYN BRENEA NJAI
7801 LLOYD AVE APT 116
SWISSVALE PA 15218

Division of Earnings and Business Services
6100 Wabash Avenue
Baltimore, MD 21215
Refer to: S2RB418/032
Date: March 13, 2017

By law, the Social Security Administration (SSA) can charge a fee for searching, reviewing and providing copies of Form(s) W-3 and W-2 wage data for requests that are not related to the Social Security program.

SSA cannot provide copies of Form(s) W-3 and W-2 for any years prior to 1978. In most instances, SSA cannot provide any state wage and tax data.

We will provide these services for individuals or employers for a fee of \$86.00 per year. This cost covers research and reviewing of records. The cost also covers all W-3 and W-2 copies made from the wage report, regardless of the number of copies given for each year requested, or whether copies are available for the year(s) requested.

We will certify these copies for an additional fee of \$33.00 per request. Certification is not necessary unless you plan to use the information in court.

We are returning your request for copies of Form(s) W-3 and W-2. We cannot process the request until you provide the information indicated by the check mark below. Please return your request along with the proper payment and the information marked below. You must initial any changes made on your request form or letter.

RETURN THIS FORM WITH YOUR REQUEST AND THE INFORMATION MARKED BELOW.

- ☐ Your Social Security Number. It was omitted or does not match our records.
- ☐ Your Employer Identification Number (EIN). It was omitted or does not match our records.
- ☐ Your full name and/or the name shown on Form(s) W-2.
- ☒ A payment of \$86.00 for each year copies of Form(s) W-2 are requested.
- ☐ The Internal Revenue Service forwarded your request to the Social Security Administration without the required fee. Please resubmit your request with the correct payment in the amount of \$

- Correspondence should be directed to:

Office of Payroll Administration

FICA Refund Claim Unit

450 West 33rd Street

4th Floor

New York, NY 10001